

WINDHAM SCHOOL DISTRICT
Windham, New Hampshire
Road Sign, LED Component (Re-bid)

Invitation to Bid and Instructions to Bidders

September 9, 2019

INVITATION TO BID

The Windham School District will receive sealed bids to provide LED Sign component of the Golden Brook and Middle School Road Sign.

INSTRUCTIONS TO BIDDERS

1. Submit bids on the bid form enclosed herein.
2. Specifications are attached.
3. If you have any questions or concerns regarding this project, please contact Mr. Gordon Bristol, at 802-380-1157 or gbristol@sover.net by 12:00 PM. Thursday, September 12, 2019.
4. The School District reserves the right to accept or reject any or all bids in part or whole, whether from responsible bidders or otherwise, even though the bidder may not submit the lowest bid. The School District has sole discretion in determining the best interest of the district and to waive any informality deemed to be in the best interest of the School District. Bidders shall be responsible for any and all expenses that they may incur in preparing their bids.
5. Faxed or Electronic bids will be accepted. E-mail to bhickey@windhamsd.org
6. Submit bids in a sealed envelope, *clearly marked*:

Road Sign, LED Component (Re-bid)
WINDHAM SCHOOL DISTRICT

Mr. William Hickey
Business Administrator
Windham School District
SAU #95, 19 Haverhill Road
Windham, New Hampshire 03087

or electronically at bhickey@windhamsd.org

10. BID CLOSING: **Wednesday, September 18, 2019 at 11:00AM.** Sealed bids will be opened in public immediately following the closing of bids in the SAU #95 Conference Room, 19 Haverhill Road, Windham, NH.

**WINDHAM SCHOOL DISTRICT
Road Sign, LED Component
SPECIFICATIONS**

The Windham SAU is in the process of buying components for a new road sign for the Golden Brook School and Middle School Campus. This single sign will have the following specifications.

Approximate size of sign is 14 foot base by 4 foot width.

Sign will be approximately 14 feet tall.

A component of that sign is the purpose of this bid. The LED sign component shall be 3 feet by 7 feet. 2 sided.

The item to be bid is as follows:

Vantage (or equivalent) LED Message Board

Double face message board

Technical details are as follows: **Substitutions allowed with bidder providing comparison to specifications and the substitution for bid understanding.**

Flex V-Series: Outdoor
Low Power
Flex Module
Cloudware Software
Emergency Alerts enable automatic (FEMA IPAWS)

Cabinet size approximately 3 feet by 7 feet
4,000 plus shades of red
160 degree horizontal
10,000 NITS brightness

Approx. 3 feet by 7 feet

Parts Warranty period 5 plus years
On-site Service Period 5 plus years

Wireless Ethernet Communications Kit
Transmit message to a Vantage LED display
Programming via WiFi. WiFi communication components are to be included in price. A connection to local on-site internet required and to be done by others
Clear line of site between antennas with a Maximum range of 1,000 feet.

Delivery to 112B Lowell Road in Windham, NH

Note, No installation on this order. This is for component only.

—End of Specifications—

EXAMINATION

1. Product will be examined upon installation and punch list provided.

QUALIFICATION REQUIREMENTS

1. A qualified production shop with a minimum of 5 years of experience.
2. Qualified bidders must have an operating store within a 100-mile radius of Windham, New Hampshire.
3. All work shall be executed by skilled tradesmen in a workmanlike manner. All employees must be properly trained and familiar with the work, products and procedures. This work shall be carefully done.

WORK SITE

1. All material will be reviewed and approved by Owner prior to installation.
2. Furnish only the materials as specified herein, in strict accordance with and approval by the manufacturer.
3. Before starting any work, the Contractors shall protect all furnishings, floors and areas.
4. The Windham School District and grounds are a non-smoking area.
5. Non-prescription drugs or alcoholic beverages are not permitted on the grounds.

REMOVAL AND DISPOSAL OF MATERIALS

1. It is the responsibility of the contractor to remove and dispose of all material according to federal, state and local policies.
2. Discarded materials must be removed from school site on a daily basis.
3. At the completion of the job, all discarded materials, trash and debris shall be removed from the site and all work areas shall be clean.

DELIVERY, STORAGE, AND PROTECTION

1. Products on site must be sealed and properly labeled, in manufacturer's original containers, dry and undamaged. Do not use materials which have been opened prior to this project or damaged in any manner.
2. Products and other materials shall be delivered to site at such a time as required for proper coordination of the work. Windham School has minimal storage space and therefore, cannot make accommodations to store materials for an extended period of time.
3. The Contractor shall arrange material storage so as not to interfere with the Owner's operations.
4. Deliver materials in manufacturer's unopened container or bundles, fully identified with brand, type, grade, class, and all other qualifying information.
5. Take all necessary precautions against fire and other hazards, during delivery, storage, and installation of inflammable adhesives, solvents, and other materials specified herein. Comply with local ordinances and fire regulations in the installation of hazardous materials specified or required under this section.
6. The Contractor is responsible for coordinating and receiving all deliveries and shipments.
7. The Contractor shall hold the Owner harmless from any loss arising from lost, stolen or damaged materials stored at the job site.

WARRANTY

1. The Contractor shall guarantee all workmanship according to the specification sheets attached. Any defects which may arise during this period shall be promptly repaired by the Contractor including any damage done to the Owner's property due to such defects.

SPECIAL CONDITIONS

1. Qualified bidders must have an operational facility within a 100-mile radius of Windham, New Hampshire.
2. This bid cannot be assigned or transferred to any other Contractor.

SAFETY

1. The health and safety of all workers, school employees, and school children is paramount. The Contractor shall implement all practical means of preventing injury including the placement of signs, ropes, barricades or other warning devices to exclude people from the work zone.
2. If any unauthorized person enters the work area, the Contractor shall cease all operations which could result in injury/accident to the visitor and not restart until the area is cleared.
3. Any ladders used on this project must be in good condition and must be OSHA approved.
4. Contractor must comply with all OSHA guidelines for safety and protection of workers and the public.
5. Contractor will adhere to the laws in the State of New Hampshire regarding current safety practices, and in accordance with code enforcement.

BOND REQUIREMENTS

1. None

LAWS AND REGULATIONS

1. Contractor shall be solely responsible for complying with all Laws and Regulations governing the work, including, without limitation, applicable OSHA, EPA and State regulations and Town of Windham, NH ordinances.

INSURANCE

1. The Contractor shall purchase and maintain such insurance as will protect him from claims set forth below which may arise out of or result from the Contractor's operations under the Contract, whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by any of them or by anyone for whose acts any of them may be liable. The Contractor shall submit a Certificate of Insurance showing the Contractor has the required coverage.
 1. The contractor shall name the Windham School District as an additional insured.
 2. Claims under Workers' Compensation, disability benefit and other similar employee benefit acts.
 3. Claims for damages because of bodily injury, occupational sickness or disease, or death of his employees, and claims insured by usual personal injury liability coverage.
 4. Claims for damage because of bodily injury, occupational sickness or disease, or death of any person other than his employees, and claims insured by usual personal injury liability coverage.
 5. Claims for damage because of injury to or destruction of tangible property, including loss of use resulting therefrom.
 - a. Workers Compensation and Employers' Liability
Each Accident \$1,000,000
Disease (Policy Limit) \$1,000,000
Disease (Each Employee) \$1,000,000
 - b. Comprehensive General Liability
Bodily Injury (Each person/Each occurrence) \$1,000,000
Property Damage \$1,000,000
 - c. Comprehensive Automobile Liability
Bodily Injury (Each person/Each occurrence) \$1,000,000
Property Damage \$1,000,000

FINAL INSPECTION

1. At completion of the project and associated work, meet with Owner or their agent to inspect work. Owner or their agent will list all items requiring correction or completion and furnish a copy of items to each party in attendance.
2. Repair or replace defective work found at time of inspection, as necessary to produce a project which is free of damage and deterioration and according to warranty requirements.
3. Notify the Owner upon completion of corrections.

PAYMENT SCHEDULE

1. Owner will provide payment as follows:
Final Payment – Final payment will not be issued until all components of the Final Inspection have been met to the Owner's satisfaction. (see above)

COMPANY PROFILE
and
REQUIRED SUBMITTALS

Please provide the following information regarding your business. ***This form is required as part of your bid submission.*** You may attach additional sheets or documents as needed.

1. DUNS Number or Federal Tax ID # _____
2. Size of Company: Total number of employees _____
Total number of service employees _____
3. Number of years in business _____
Number of years under current management _____
4. Office locations (service, retail,
other) _____

5. Please provide website address: _____

6. Insurance – Please provide proof of insurance per specifications.

7. Warranty Information

- A. Warranty Coverage: _____ (Company Name)
- B. Number of years on equipment _____
- C. Number of years on labor _____
- D. Number of years on installation _____
- E. Exclusions: _____ (Company Name) will not have any liability or obligation under the limited warranty in case of:
 1. Damage caused by natural disasters
 2. Damage caused by snow removal activities
 3. Any defect caused by misuse or abuse of the equipment
 4. Damage caused by unauthorized modification
 5. Damage caused by improper maintenance
 6. _____

Date of Final Inspection: _____

Date of Warranty Expiration: _____

9. Provide operations and maintenance manuals.

10. Identify maintenance requirements of proposed equipment (if applicable).

A. Required service to maintain warranty.

B. Service schedule for equipment proposed (example: weekly, monthly, yearly).

11. Provide list of proposed equipment/materials to be used on this project (per specifications)

Proposed Alternate Equipment:

(Company Name)

(Print Name)

(Authorized Signature & Title)

(Date)

WINDHAM SCHOOL DISTRICT
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BID PROPOSAL FORM
This form is required as part of your bid submission.

To: Mr. William Hickey, Business Administrator
SAU #95
19 Haverhill Road
Windham, NH 03087

or bickey@windhamsd.org

Having carefully examined the description of the work to be accomplished, as contained in the Specifications, and having fully inspected the site for all particulars, the undersigned agrees to perform the work, for the following LINE ITEM of money:

Scope of Work

Road Sign, LED Component
Golden Book School
Windham Middle School

Scope of work estimated cost to produce....._____

NAME OF CONTRACTOR: _____

ADDRESS OF CONTRACTOR: _____

PHONE #: _____

EMAIL:

SIGN HERE: _____
DATE

NAME OF AUTHORIZED OFFICER